



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
AGRICULTURAL INSPECTOR IV	27	C	1.132
AGRICULTURAL INSPECTOR III	25	C	1.134
AGRICULTURAL INSPECTOR II	23	C	1.139
AGRICULTURAL INSPECTOR I	21	C	1.135

SERIES CONCEPT

Agricultural Inspectors perform sampling and inspection of agricultural products at shipping point inspection facilities, apiary inspections, pest control, noxious weed eradication, check and grade condition of fruits and vegetables, and assist plant pathologists and entomologists in the preparation of samples for analysis.

Perform shipping point inspections; take potato sacks or cartons off the processing line; remove and weigh the largest potato in the sample; enter weight on notesheet; visually inspect remaining potatoes; record percentage by weight of defective potatoes; and issue or deny federal inspection certificate in accordance with United States Department of Agriculture (U.S.D.A.) standards.

Participate in noxious weed control programs; supervise or prepare spray formulations according to label directions and weeds being treated; maintain spray equipment in proper operating condition; spray weed infestations in designated areas and complete daily report forms, in order to protect the State agricultural industry and comply with applicable laws, regulations, policies and procedures.

Conduct U.S.D.A. international flight arrival inspections at airports and military bases as required.

Inspect garlic seed samples, hay, poultry, shell eggs and other agricultural commodities for conformance to established standards and procedures.

Assist Agriculturists with the Apiary Inspection Program; inspect bee hives for diseases or pests; inform beekeeper of diseases, pests or other problems; complete apiary inspection forms; and order the destruction of diseased colonies when required to control and eradicate contagious diseases or pests harmful to honeybees.

Assist the Entomologist by relaxing, pinning, labeling and sorting field-collected insects; mount and label plant specimens on herbarium paper; complete insect distribution maps; distribution and host cards; print insect labels; place insects in reference collection case units; prepare and affix labels containing scientific names to maintain and update insect and herbarium collections.

Perform related duties as assigned.

CLASS CONCEPTS

Agricultural Inspector IV: Positions allocated to this class work under the general supervision of a higher level professional, perform the full range of duties described in the series concept, and supervise lower level Agricultural Inspectors.

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Agricultural Inspector III: Positions allocated to this class work under direct supervision of the Agricultural Inspector IV or higher level professional and perform shipping point inspections of potatoes, shell egg grading, and issuing or denying federal inspection certificates in accordance with U.S.D.A. standards. This is the advanced journey level in the series.

Agricultural Inspector II: Positions allocated to this class work under close supervision of the Agricultural Inspector IV or higher level professional and perform assignments in apiary inspection, noxious weed eradication, pest control, hay inspection, produce conditional inspections or garlic seed sampling. This is the journey level in the series.

Agricultural Inspector I: Positions allocated to this class work under immediate supervision of the Agricultural Inspector IV or other professional and receive training in performing all or part of the duties described in the series concept. This is the trainee level in the series.

MINIMUM QUALIFICATIONS

AGRICULTURAL INSPECTOR IV

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and three years of experience in agricultural inspection; **OR** one year of experience as an Agricultural Inspector III in Nevada State service; **OR** an equivalent combination of education and experience. **Note:** Agricultural Inspector IV incumbents are required to qualify for a Federal-State license to issue certificates of quality and condition of agricultural products within twenty (20) working days after date of employment.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: U.S.D.A. policies and procedures pertaining to the grading and shipping of potatoes; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Working knowledge of: supervisory techniques and practices.

AGRICULTURAL INSPECTOR III

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and two years of experience in agricultural inspection; **OR** one year of experience working as Agricultural Inspector II in Nevada State service; **OR** an equivalent combination of education and experience. **Note:** Agricultural Inspector III incumbents are required to qualify for a Federal-State license to issue certificates of quality and condition of agricultural products within twenty (20) working days after date of employment.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

General knowledge of: potato diseases; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

These are identical to the Entry Level Knowledge, Skills and Abilities required for Agricultural Inspector IV.

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AGRICULTURAL INSPECTOR II

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education and one year of experience in agricultural inspection; **OR** six months of experience as an Agricultural Inspector I in Nevada State service; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

General knowledge of: agricultural produce; noxious weeds; pesticides and herbicides; apiary inspection procedures; apiary diseases; techniques for destroying infected colonies; honey bee behavior and management; insect specimen preservation and mounting techniques. **Ability to:** follow established procedures; read maps; read and comprehend routine correspondence and policy manuals; inspect agricultural produce visually; inspect honey bee colonies; recognize and differentiate between honey bee brood diseases and pests; draw samples of honey bees and broods for analysis; candle eggs; write inspection reports and work summaries; read and interpret information on pesticide labels; operate and repair motorized spray equipment; *and all knowledge, skills and abilities required at the lower level.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

These are identical to the Entry Level Knowledge, Skills and abilities required for Agricultural Inspector III.

AGRICULTURAL INSPECTOR I

EDUCATION AND EXPERIENCE: Graduation from high school or equivalent education; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

General knowledge of: basic mathematics. **Ability to:** read and understand instructions; maintain accurate records.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

These are identical to the Entry Level Knowledge, Skills and Abilities required for Agricultural Inspector II.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>1.132</u>	<u>1.134</u>	<u>1.139</u>	<u>1.135</u>
ESTABLISHED:	10/25/74	11/27/61	10/25/74	7/1/97P 6/4/96PC
REVISED:		10/25/74		
REVISED:	7/2/75R 5/28/76PAC	7/2/75R 5/28/76PAC	7/2/75R 5/28/76PAC	
REVISED:	7/1/87-12P 10/17/86PC	7/1/87-12P 10/17/86PC	7/1/87-12P 10/17/86PC	
REVISED:	7/1/97P 6/4/96PC	7/1/97P 6/4/96PC	7/1/97P 6/4/96PC	